



North Hykeham Town Council

Minutes of the Town Council meeting 02/23
held on Thursday 29th June 2023 at 7pm

Councillors Present: K Sampson (Chair), M Bennie, N Blanchard, A Cruickshanks, N Dillon, G Edwards, R Johnston, G Killingsworth, FW Lee, M Lofts, V Mays, A McDowell, T Ogden, S Roe, S Sampson

In Attendance: Mrs M Parker – Town Clerk
LCC Councillor – Cllr A Briggs

02-23.1 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.

It was **RESOLVED** to accept apologies for absence and reasons given from Cllrs Briggs and Little. The Clerk advised that NKDC Cllrs Clarke and Pessol had also given apologies for the meeting.

02-23.2 Receipt of any Declaration of Members' Interest under the Localism Act 2011

The Chair advised he would take any Declarations of Interest under individual agenda items.

02-23.3 Notes of the Town Council meeting held on 25th May 2023 be approved as a true record of Minutes

It was **RESOLVED** to accept the notes of the Town Council meeting held on 18th May 2023 as a true record of the meeting. These were signed accordingly as the Minutes of that meeting.

02-23.4 Chair's Announcements

The Chair advised that, in his capacity as Mayor, had attended the following events:

Event	Attendees
RAF Waddington Annual Formal reception	Cllr KG Sampson and Cllr S Sampson
NKDC Armed Forces Day celebrations	Cllr KG Sampson and Cllr S Sampson
Sir Robert Pattison Academy 70 th Jubilee Anniversary	Cllr KG Sampson and Cllr S Sampson

02-23.5 County and District Councillors' reports

Cllr Briggs (LCC) informed the meeting he had recently attended the St Nicholas Day Nursery (North Hykeham) with LCC Highways representatives to discuss traffic collision preventative measures after a recent accident at the premises, and it had been agreed that LCC would be installing illuminated bollards in an attempt to protect the property from future incidents.

Cllr Roe, in his capacity as a LCC councillor, confirmed that LCC continued to improve schools access for SEN children and advised that he had recently attended the opening of the new St Christopher's Junior school. Cllr Roe stated that LCC had agreed to reduce the speed limit on Meadow Lane from 60mph to 40mph. With regards to grass cutting around the town, Cllr Roe informed the meeting that the next round of cutting and weed spraying had been undertaken but that he felt the quality was poor and had asked LCC to visit and review. Cllr Roe advised that repairs to road services on Matlock Drive, Harewood Crescent, Beverley Grove, Malton Road, Robertson Road and Montrose Close were due to be carried out between 31/07/23 and 04/10/23, subject to weather conditions and that a start date for the major resurfacing works on Baildon Crescent was still awaited. He advised that the cutting of grass along the bridleway at the edge of the Manor Farm estate had been carried out but only because he had requested it, and he would need to do this every year as it was not part of LCC's annual grass cutting schedule. When asked how this could be addressed, Cllr Roe advised that the Parish Pathways scheme was being reconsidered; the scheme allows LCC to pay

parish and town councils to maintain public footpaths which LCC cannot regularly tend to. Cllr Roe concluded his presentation by informing the meeting that central government was actively encouraging the formation of Greater Lincolnshire under its devolution programme and that it could perhaps come to fruition as soon as 2025.

In his capacity as a NKDC councillor, Cllr Lofts gave information on noise reduction schemes being proposed as part of the Hykeham Relief road scheme which would be of benefit to residents living on the Manor Farm estate. He concluded by confirming that the Fosse Green Energy site proposals would now be going to a public consultation, although the final decisions would be made at a national infrastructure level. *(Cllr Roe declared a non-registerable interest in relation to the Hykeham Relief Road and left the meeting at 7.29pm and re-joined the meeting at 7.32pm)*

Cllr Dillon, in her capacity as a NKDC councillor, advised that NKDC was dealing with an increased volume of Antisocial behaviour matter including neighbour disputes. Cllr Roe added that NKDC had noted through their KPIs that people were far less tolerant of standards of service since the pandemic.

02-23.6 Correspondence and Clerk's Items

The Clerk had no items of correspondence to present. She pointed out that the number of councillors currently sitting on the council's Planning committee was only 6 and that at the last meeting the committee had had only 4 members present. She reminded Members that they should all sit on at least two of the council's statutory committees so as to facilitate the council carrying out its duties and powers via delegation to these committees, and that membership of the committees was set at a maximum of 12 for each committee to ensure a fair and democratic representation by Councillors for the community.

Updates on actions raised at the last Town Council meeting were noted by Members as: -

Item No:	Action	Updated
01-23.8	2022/23 AGAR be submitted to the External Auditor	Submitted 31.05.23
01-23.9	Appoint Mr Stephen Fletcher as the Internal Auditor for the 2023/2024 financial year.	Completed 31.05.23
01-23.10	Adopt the revised Co-option Policy	Completed 26.05.23

02-23.7 Receive Committee reports

Members received reports covering meetings and matters dealt with during June 2023 from representatives of the following committees: -

- Community
- Estates and Operations
- Finance and Policy
- Planning committee

Copies of minutes of all of the above statutory committees with full details were available on the council's website.

There was also an update given by the chair of the Strategic Planning sub-committee, which had met immediately before this meeting. She confirmed that the sub-committee would be engaging the services of a planning consultant to help the council move forward with a new planning application for the development of the Community Hub and Chapel Fields.

02-23.8 Consideration to appoint a councillor as a Council representative to the North Hykeham Twinning Association (External Body)

Councillor Bennie had put himself forward as the second councillor representative on the North Hykeham Twinning Association.

It was **RESOLVED** that Councillor Bennie be appointed to an External Body, namely as the second representative of the Town Council on the North Hykeham Twinning Association.

02-23.9 Consideration of ID card designs

Members had been presented with three designs for new ID cards which the Town Council would issue to councillors and employees, along with lanyards to allow the cards to be worn.

It was **RESOLVED** to accept design option number 3 for new ID cards for town councillors and employees.

02-23.10 Consideration to engage a planning consultant (in partnership with South Hykeham Parish Council) to discuss the review of the Hykeham Neighbourhood Plan

The Clerk confirmed a Planning Consultant could make a presentation to North Hykeham Town councillors and South Hykeham Parish councillors before the end of July regarding options for reviewing the Hykeham Neighbourhood plan. The exact date was not yet confirmed as it was subject to the availability of South Hykeham Parish councillors. It was anticipated that an in-depth review would take between 18 months and 2 years to complete and be adopted.

It was **RESOLVED** to host a presentation by Luke Brown, Planning Consultant, on a suitable date for North Hykeham Town councillors and South Hykeham Parish councillors, in pursuant of a review of the Hykeham Neighbourhood Plan.

02-23.11 To resolve whether the Council will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential items:

It was **RESOLVED** that the Council would move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960.

At this point Cllr Briggs (LCC) left the meeting.

02-23.12 Receive a report from the Personnel Sub-Committee

Cllr Blanchard informed the meeting that the Personnel sub-committee had progressed the following matters during the June 2023:

- Staff welfare – recommendation to go to E&O committee to invest in a direct-supplied water cooling system for staff.
- Quarterly staff/councillor meetings would take place, starting in September, to facilitate better engagement between the council and staff
- Employee Bonus Scheme payments had been ratified
- A first year review of the Employee Bonus Scheme and PAR scheme would be undertaken,

He also confirmed that there had been two disciplinary procedures held, one of which had unfortunately resulted in the dismissal of a member of staff.

Actions from this meeting:

Item No:	Action	Allocated to	Date to be Completed by
02-23.8	Confirm Councillor Bennie as council representative on the North Hykeham Twinning Association	Town Clerk	As soon as possible

02-23.9	Order new ID cards and lanyards for all councillors and employees	Assistant Clerk	As soon as possible
02-23.10	Arrange for presentation on the review of the Hykeham Neighbourhood plan	Town Clerk	As soon as possible

The meeting closed at 8pm.